



State of Hawaii  
Department of Health  
Clean Water Branch

**Do NOT submit  
this document.**

**Guidelines for CWB-NOI Form L (CWBNOI\_L.doc)**

**Guidelines for Notice of Intent for Hawaii Administrative Rules,  
Chapter 11-55, Appendix L, National Pollutant Discharge Elimination  
System (NPDES) Notice of General Permit Coverage (NGPC)**

**For coverage under a specific NPDES General Permit, the following items are required to be submitted to the Clean Water Branch (CWB):**

- A. **CWB NOI General Form** (CWBNOI\_General.pdf) with Certifying Person's original signature [via "Submit via Email" button and hard copy]
- B. **General Permit Specific CWB NOI Form L** (CWBNOI\_L.doc) [via hard copy]
- C. **All applicable attachments** [via hard copy]
- D. **\$500 Filing Fee** [Check made payable to "State of Hawaii"]
- E. **Additional copies as required for Islands other than Oahu** [see Notes V.D. and V.E. of the General Guidelines]

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General Instructions - This is an MSWord form. Please:

1. Insert the required information - The NGPC Renewal Information is required for an Existing Facility with an NGPC. If this is for an Existing Facility without an NGPC or a New Facility, skip this item.
2. Save
3. Print
4. Submit with the CWB NOI General Form, attachments, and \$500 Filing Fee. Please see Note V - Inquiries and Submittals and Note VI - Filing Fee of the General Guidelines for more submittal information.

1. Circulation Water Discharge Information

- a. Source(s) of the circulation water for the decorative fish pond or tank.
- b. Frequency of Flow

The frequency of flow means the number of days per year and hours per day that a discharge occurs. Indicate how often the discharge into receiving State waters will occur, as applicable.

- c. Duration of Discharge

Duration means the number of days or hours per discharge. New dischargers shall give their best estimate.

- d. Average Flow

Report the average flow in gallons per day.

- e. Frequency of Discharge

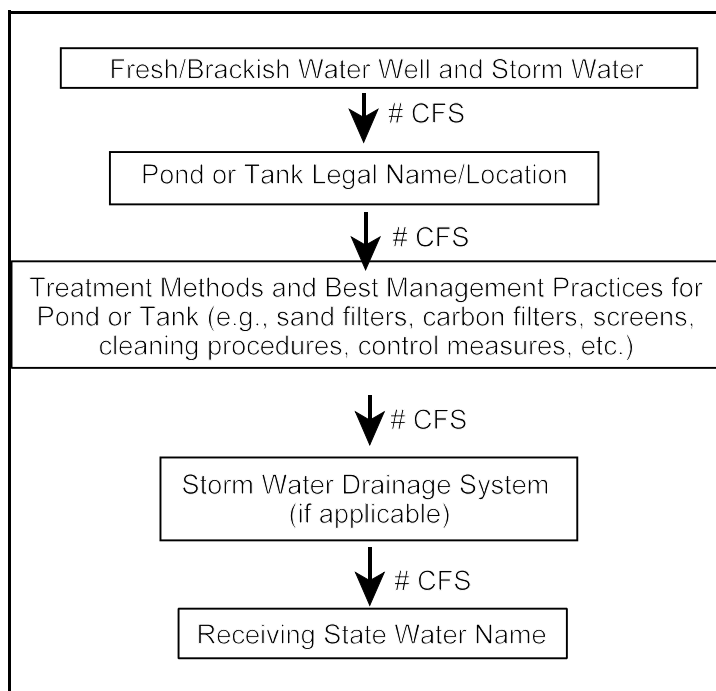
Indicate how often the discharge into receiving State waters will occur, as applicable.

- i. "Continuous discharge" means a "discharge" which occurs without interruption throughout the operating hours of the facility, except for infrequent shut-downs for maintenance, process changes, or other similar activities.
- ii. "Intermittent discharge" means a discharge that is not continuous.

2. Location Map

- a. Provide a location map on 8-1/2 by 11 inches sized paper showing the island on which the facility is located and the approximate location of the facility.
- b. Provide a topographic map on 8-1/2 by 11 inches sized paper or folded to 8-1/2 by 11 inches showing at least one mile beyond the facility's source water intake and property boundaries and the receiving State water(s). The map should also include the discharge point(s) where the circulation water exits the facility and discharges to the receiving State water(s) and, if applicable, the locations where the circulation water enters into a storm drainage system/structure.
- c. If there is more than one (1) discharge point into a drainage structure and/or State receiving water, provide identification numbers and coordinates for each discharge point.

### 3. Flow Chart



An example of a line drawing indicating how the circulation water flows through the pond or tank and the approximate amount of flow is shown. Indicate any treatment system(s) used. The quantity of discharge contributed by each pond or tank may be estimated if no data is available.

### 4. Existing or Pending Permits, Licenses, or Approvals

- a. Indicate any additional NPDES Permit number and/or NGPC File number which is associated with this facility.
- b. Provide any Department of the Army (DA) file number associated with the facility.
- c. Provide the Section 401 Water Quality Certification (WQC) file number associated with the DA Permit.
- d. Provide the RCRA Permit number for any hazardous wastes stored or used at the facility.
- e. For SARA Facilities, indicate the chemicals and their quantities on site.
- f. Others (i.e., Underground Injection Control file number).

### 5. Facility Description

The description should include, but not be limited to: material type of the pond or tank; water volume contained; the type, size, and number of aquatic species being housed; and the type(s) and quantity of food utilized.

### 6. Circulation Water Additives

Provide the names of the circulation water additive(s) with Material Safety Data Sheets, as applicable.

### 7. Circulation Water Best Management Practices (BMPs) Plan

Provide the Best Management Practices applied to minimize or eliminate the discharge of pollutants (e.g., feeding procedures, pond or tank cleaning operations, and control measures). Also provide a brief description of any treatment system used or to be used and the applicable operation and maintenance procedures for the system.

8. Physical Circulation Water Quality

Place an "X" in either the "Believe Present" column or the "Believe Absent" column based on the test results or your best estimate.

9. Water Quality Parameters

- a. All of the parameters must be tested and reported. Provide a copy of the laboratory data sheets with Quality Assurance/Quality Control, Chain of Custody documents, and the sample collection technique, as applicable.
- b. Test results shall be obtained from a representative sample. "Representative sample" as defined in HAR, Chapter 11-55, Appendix A, Section 14(a):

"As used in this section, a representative sample means that the content of the sample shall:

- (1) Be identical to the content of the substance sampled at the time of the sampling;
- (2) Accurately represent the monitored item (for example, sampling to monitor final effluent quality shall accurately represent that quality, even though the sampling is done upstream of the discharge point); and
- (3) Accurately represent the monitored item for the monitored time period (for example, sampling to represent monthly average effluent flows shall be taken at times and on days that cover significant variations). Representative sampling may include weekends and storm events and may mean taking more samples than the minimum number specified elsewhere in the applicable general permit.

The burden of proving that sampling or monitoring is representative is on the permittee."

- c. One test result may be reported for Salinity, Chloride, or Conductivity.
- d. The test results shall be reported to the nearest decimal place or whole number as shown in the parentheses following each parameter. For example, "Temperature (0.1 °C)" - Temperature shall be reported to the nearest tenth of a centigrade and "Ammonia Nitrogen (1 µg/l)" - Ammonia Nitrogen shall be reported to the nearest whole microgram per liter.
- e. Indicate the test method used for the parameter. The test methods that may be used are promulgated in 40 CFR Part 136 and, when applicable, listed in the references of chemical methodology for seawater analyses (see HAR, Chapter 11-54, Section 10(b)). If a test method has not been promulgated for a particular parameter, you may apply for approval of an alternate test procedure by following 40 CFR Section 136.4.
- f. The detection limit of the test methods used shall reflect the applicable numerical limitations as specified in HAR, Chapter 11-54 and shall be indicated.
  - i. The test method indicated shall have the detection limit below and closest to the numerical limit specified in HAR, Chapter 11-54. For situations where the numerical limitation is below the detection limit of the test methods, use the test method which has the detection limit closest to the numerical limitation.
  - ii. If the test result is not detectable, indicate that the test result is "N.D." or "not detected."
- g. Provide the specific numeric criteria for the receiving water from the "geometric mean not to exceed the given value" column of the applicable table in HAR, Section 11-54-5.2(b)(1),

(d)(1), or (d)(2) or Section 11-54-6(a)(3), (b)(3), or (c)(3). The analysis shall include an explanation and evaluation of the effluent, and for a new or proposed facility, the source water quality data collected with respect to the applicable specific numeric criteria for the receiving water(s) specified under HAR, Chapter 11-54.

#### 10. Toxic Parameters

- a. Test and report the parameters which are believed to be present in the circulation water.
  - i. The potential pollutants identified in Items L.5 and L.6 shall be tested and reported.
  - ii. Provide a copy of the laboratory data sheets with Quality Assurance/Quality Control and Chain of Custody documents, as applicable.
  - iii. Provide an explanation addressing the evaluation of the toxic pollutants analyzed with respect to the numeric standards for the toxic pollutants for the receiving water(s) as specified under HAR, Chapter 11-54.
- b. The parameters are categorized into Metals, Organonitrogen Compounds, Pesticides, Phenols, Phthalates, Polynuclear Aromatic Hydrocarbons, Volatile Organics, and Others and are listed alphabetically. A Glossary of Chemicals is listed in Note 2 of the General Guidelines.
- c. Fill in each space to indicate that each parameter has been considered. If a parameter does not apply to the activity, enter "N/A" for "not applicable" in the "Test Result" column to show that the parameter was considered.
- d. The test results shall be reported in micrograms per liter.
- e. Indicate the test method used for the parameter. The test methods that may be used are promulgated in 40 CFR Part 136 and, when applicable, listed in the references of chemical methodology for seawater analyses (see HAR, Chapter 11-54, Section 10(b)). If a test method has not been promulgated for a particular parameter, you may apply for approval of an alternate test procedure by following 40 CFR Section 136.4.
- f. The detection limit of the test methods used shall reflect the applicable numerical limitations as specified in HAR, Chapter 11-54 and shall be indicated.
  - i. The test method indicated shall have the detection limit below and closest to the numerical limit specified in HAR, Chapter 11-54. For situations where the numerical limitation is below the detection limit of the test methods, use the test method which has the detection limit closest to the numerical limitation.
  - ii. If the test result is not detectable, indicate that the test result is "N.D." or "not detected."
- g. Provide the specific numeric criteria for the receiving water (freshwater or saltwater) from the "acute" or "chronic" column of the table in HAR, Section 11-54-4(b)(3). For intermittent discharges, provide the "acute" criteria and for continuous discharges, provide the "chronic" criteria.

#### 11. Additional Information

Any other site-specific information pertaining to the project may also be provided in this section. Additional sheets may be attached with reference to this item.